

**CITY OF FLAGSTAFF
PURCHASING DIVISION
211 West Aspen Avenue
Flagstaff, AZ 86001
PHONE (928) 779-7619
FAX (928) 779-7656**

**NOTICE OF INVITATION FOR BIDS
CITY VEHICLES FY07
BID NUMBER 27015**

Sealed bids will be received at the Purchasing office located at City Hall, 211 West Aspen Avenue, Flagstaff, Arizona, 86001 until 3:00 p.m. on October 11, 2006 for the purchase of City vehicles. Late bids will not be considered.

Bids can be obtained from the Purchasing Office by one of the following methods:

1. Via email (Adobe Acrobat format) by emailing: afisher@ci.flagstaff.az.us.
2. In person by coming to the Purchasing Office located at City Hall, 211 West Aspen Avenue, Flagstaff, Arizona.
3. By telephone and requesting a proposal packet be mailed or faxed to you.

The contract will be awarded to the responsible Offeror(s) whose proposal is responsive to this Invitation for Bids and it is determined in writing to be the most advantageous to the City taking into consideration the evaluation factors set forth in this Invitation for Bids. Responsible factors to be considered may include, but are not limited to, the Bidder's past performance on other contracts, and matters set forth in City of Flagstaff Ordinance No. 1945. The award may be made to other than the lowest price bid.

Questions or additional information may be obtained by contacting the City of Flagstaff, Purchasing Office, located at 211 West Aspen Avenue, Flagstaff, Arizona 86001, telephone number (928) 779-7619.

The City of Flagstaff retains the right to reject any or all bids received if the City determines that such rejection is in the best interest of the public.

**CITY OF FLAGSTAFF
MANAGEMENT SERVICES - PURCHASING
211 WEST ASPEN AVENUE, FLAGSTAFF, ARIZONA 86001
(928) 779-7619 / FAX (928) 779-7656**

BID ACKNOWLEDGMENT

UPON RECEIPT OF THE REQUESTED BID DOCUMENTS, YOU **MUST** COMPLETE THE FOLLOWING INFORMATION AND FAX THIS COVER BACK TO (928) 779-7656. **THE RETURN OF THIS PAGE IS THE ONLY WAY A PROPOSER WILL RECEIVE ADDENDUMS.** FAILURE TO RETURN THIS PAGE UPON RECEIPT OF THE BID DOCUMENT MAY MAKE YOU INELIGIBLE TO PARTICIPATE IN THE BID.

BID NUMBER:	27015
BID NAME:	CITY VEHICLES
TOTAL NUMBER OF PAGES:	36

COMPANY NAME:	
CONTACT PERSON: PHONE NUMBER, FAX NUMBER EMAIL ADDRESS AND COMPLETE MAILING ADDRESS	FAX: _____ PHONE: _____
DID YOU RECEIVE THE TOTAL NUMBER OF PAGES REQUESTED:	YES ____ NO ____ IF NO, WHAT PAGE NUMBERS ARE YOU MISSING:
PLEASE SIGN ACKNOWLEDGING RECEIPT & FAX TO (928) 779-7656:	

*****Please Return Immediately If Bidding*****

INSTRUCTIONS

PREPARATION: Bids shall be submitted in a sealed envelope addressed to the City of Flagstaff, Purchasing Office, 211 West Aspen Avenue, Flagstaff, AZ 86001 marked "Sealed Bids" and identified by the material or service description, bid number, and bid opening date and time. When submitting a no bid, indicate on the outside of the envelope "No Bid". The entire bid package including all instructions is to be returned and properly fastened together. Retain a copy of your bid for your records. Bids shall be opened publicly at the time and place designated on the cover of this document. Bids will not be subject to public inspection until after contract award.

All Bids must be made on the City bid forms and duly signed by an authorized representative of the vendor.

Bids faxed to the City of Flagstaff cannot be accepted.

Bids received after the stipulated bid opening date and time will not be considered.

Erasures, interlineations or other modifications in the bid shall be in ink and made by the authorized person signing the bid.

The City is not responsible for any vendor's errors or omissions. It is the responsibility of all vendors to examine the entire set of bid documents and seek clarification of any item or requirement that may not be clear and to check all responses for accuracy prior to submitting a bid. Negligence in preparing a bid confers no right of withdrawal after due date and time. Retain a complete set of bid documents for your records.

All prices quoted will reflect the total cost to the City for the product, FOB Flagstaff and include all applicable taxes, and delivery charges. The City is exempt from Federal Excise Tax; however Arizona, Coconino County and Local sales taxes do apply.

Prices shall be submitted on a per unit basis by line item when applicable. In the event of a disparity between the unit and extended price, the unit price shall prevail.

SALES TAX: The City of Flagstaff will not pay any taxes on invoices received unless an Arizona Transaction Privilege License Number or Arizona Use Tax Number and, if applicable, a City Sales Tax Number are listed below. The City will figure applicable taxes to Bids received from out of state Vendors who do not list an Arizona Use Tax number for tabulation and total cost evaluation.

Arizona Sales Tax Number: _____

Arizona Use Tax Number: _____

City of: _____

Sales Tax Number: _____

Refer to the following to determine if the freight or delivery charges are taxable:

Delivery charges are not taxable if separately stated on the invoice from the seller to the buyer and delivery is made to the ultimate consumer by the seller.

Freight charges for delivery from place of production or the manufacturer to the vendor either directly or through a chain of wholesalers or jobbers or other middlemen are deemed "freight-in" and are not considered delivery. Freight In charges are taxable.

GENERAL INFORMATION: All bids shall be for new merchandise unless otherwise specified.

The specifications listed as part of this bid are intended to reflect the minimum standards required by the City. All exceptions to the City's specifications must be clearly stated in the vendor's bid. If no exceptions are stated by the vendor, the City will assume the vendor's bid to equal or exceed the specifications at the vendor's risk of correcting or replacing the equipment at the vendor's own cost.

The vendor shall submit full descriptive information on all products offered for consideration with its bid.

INTENT: These specifications require the doing of all things necessary, or proper for, or incidental to the specifications of this bid. All things not expressly mentioned in these specifications, but involved in carrying out their intent are required by these specifications, and the vendor shall perform the same as though they were specifically mentioned, described, and delineated.

USE OF BRAND NAMES: The use of the name of a manufacturer, brand, make or catalog designation specifying an item does not restrict vendors to that manufacturer, brand, make or catalog designation. This is used simply to indicate the character, quality and/or performance equivalence of the commodity on which Bids are submitted. In submitting a bid on a commodity other than as specified, vendors shall furnish complete data and identification with respect to the commodity they propose to offer. If a vendor does not indicate that the commodity offered is other than specified, it will be construed to mean that the vendor proposes to offer the exact commodity as described.

ADDITIONAL INFORMATION: All questions, clarifications and requests for additional information are to be put in writing and faxed, emailed or mailed to the attention of:

Ann Marie Fisher, Sr. Buyer
Purchasing Division, City of Flagstaff Email: afisher@ci.flagstaff.az.us
211 West Aspen, Flagstaff, AZ 86001 Fax No: (928) 779 7656

The City **shall not** be responsible for vendors adjusting their bid based on any oral instructions made by any employees or officers of the City regarding the bid instructions, drawing, specifications, or contract documents. All changes to the bid will be in the form of a written addendum, which will be furnished to all vendors who are listed with the City as having received the bid.

The City shall not respond to any requests for information pertaining to specifications received less than five working days (Monday–Friday) before the bid opening. Any interpretation or correction of the proposed documents will be made only by addendum, duly issued, and a copy of each addendum will be mailed, faxed or delivered to all who are known to have received a set of bid documents. The City of Flagstaff is not responsible for any other explanations or interpretations of the proposed documents.

MATERIAL SAFETY DATA SHEET: Vendor shall supply Materials Safety Data Sheets (MSDS) in accordance with Federal requirements with its bid response. If a bid is submitted without the MSDS, the bid may be considered non-responsive. A vendor entering the City workplace with materials requiring MSDS will supply the City with a MSDS covering those particular products the vendor may expose City employees or the general public to while working at the site.

ASBESTOS MATERIALS: Only asbestos-free materials are allowed in City facilities during any building maintenance, renovation or repair projects. Vendors must execute and submit the appropriate forms certifying the products as "asbestos-free" prior to installation. Forms and site information can be obtained by calling (928) 779-7685 ext. 7203.

EVALUATION: All things being equal on Bids received, preference will be given to resident vendors of the City of Flagstaff and to commodities produced or manufactured in the City and State.

If there is more than one item in a bid pack, the bid will be awarded on an item basis unless stated otherwise by the City in the bid package.

When determining the low responsive bid price the City will include the cost of options requested and selected, if any, as a part of the total bid price.

When evaluating bids, the City may incorporate known cost factors associated with the bid in determining the lowest responsive bid.

If the vendor is a resident vendor that has listed a valid City of Flagstaff sales tax number, the local tax will be factored out when evaluating the vendor's bid.

Prior to the award of a contract, the successful vendor shall have a completed Vendor Application on file with the Purchasing Division.

The City Council reserves the right to reject any and all bids, or any part thereof; to accept any bid or any part thereof; or to waive any formalities when it is deemed to be in the City's best interest.

Materials submitted by vendors shall become the property of the City of Flagstaff unless otherwise requested at the time of submission. Any material that is to be considered as confidential in nature must be so marked. Information submitted in response to this request for bid is considered public record and may be disclosed pursuant to applicable Arizona Revised Statutes.

AWARD: The contract shall be awarded to the lowest responsible and responsive bidder whose bid conforms to the terms and conditions set forth in the Invitation for Bids. The City reserves the right to award by individual line item, by group of line items, or as a total, whichever is deemed most advantageous to the City.

ACCEPTANCE: All bids submitted to the City of Flagstaff are to remain firm for a minimum period of 60 calendar days from the date the bids are officially opened, unless otherwise specified.

The successful vendor's bid is not officially accepted until such time as the vendor either receives a purchase order or a written notice of acceptance from the City of Flagstaff Purchasing Director.

PROPRIETARY INFORMATION: Any information considered to be proprietary by the vendor shall be placed in a separate envelope and marked "Proprietary Information", subject to the public record disclosure laws. To the extent the Purchasing Director concurs, this information shall not be considered public information subject to the public record disclosure laws. The Purchasing Director shall be the final authority as to the extent of material that shall be considered confidential. Pricing information shall not be considered proprietary.

PUBLIC RECORD: All Bids submitted in response to this request shall become the property of the City of Flagstaff and will become a matter of public record, available for review subsequent to the award notification.

BID TABULATION: The City will not disclose bid results over the telephone. Bid tabulations will be available for review at the City Purchasing Office, 211 West Aspen, Flagstaff, Arizona. Those vendors who would like a copy of the bid results may obtain one by sending a stamped self-addressed envelope with their request.

GOVERNING LAW AND JURISDICTION: This agreement shall be governed by and construed in accordance with the laws of the state of Arizona.

COOPERATIVE USE OF CONTRACT: In addition to the City of Flagstaff this contract may be extended for use by the members of the Flagstaff Alliance for the Second Century. An Intergovernmental Agreement (IGA) has been established with the City of Flagstaff, Coconino County Community College District, Northern Arizona University, Coconino County and Flagstaff Unified School District. This contract may also be extended to other municipalities and government agencies of the state. Any such usage by other municipalities and government agencies must be in accordance with the ordinance, charter and/or rules and regulations of the respective political entity. Any public agencies not identified within this Bid who wish to cooperatively use the contract are subject to the approval of vendor(s).

COST TO PREPARE: The City of Flagstaff will not reimburse the Vendor the costs associated with responding to the request for bid.

UNIFORM CONTRACT TERMS AND CONDITIONS

WARRANTY: Vendor expressly warrants that all goods and services covered by this bid shall conform to the specifications, drawings, samples or other description upon which this bid is based, shall be fit and sufficient for the purpose intended, merchantable, of good material and workmanship and free from defect and that goods and services of Vendor's design be free from defect in design. Inspection, test, acceptance or use of the goods furnished hereunder shall not affect Vendor's obligation under this warranty, and such warranties shall survive inspection, test, acceptance and use. Vendor agrees to replace or to correct defects of any goods or services not conforming to the foregoing warranty promptly, without any expense to the City including shipping and transportation costs, when notified of such nonconformity by the City. In the event of failure by Vendor to correct defects in or replace nonconforming goods or services promptly, City, after reasonable notice to Vendor, may make such corrections or replace such goods and services and charge Vendor for the cost incurred by the City thereby.

Vendor's product, service, and facilities shall be in full compliance with all applicable Federal, State and Local health, environmental, and safety laws, regulations, standards and ordinances, regardless of whether or not they are expressly referred to by the City.

Vendor represents and warrants that all software and/or equipment offered in this bid shall function without error or interruption related to date data, specifically including errors or interruptions related from functions which may involve date data from more than one century; the software and/or equipment requires that all date data include an indication of century in each instance; and all data output and results, in any form, shall include an indication of century in each instance.

Unless otherwise specified, the minimum warranty period shall be one year from Vendor's installation or delivery of the warranted item. Vendor shall provide the City with a copy of the complete manufacturer's warranty information.

PATENTS: Vendor agrees upon receipt of notification to promptly assume full responsibility for defense of any suit or proceeding which may be brought against the City or its employees and agents, for alleged patent infringement, as well as for any alleged unfair competition resulting from similarity in design, trademark or appearance of goods or services furnished hereunder, and Vendor further agrees to indemnify, hold harmless and defend the City and its employees and agents against any and all expenses, losses, royalties, profits and damages including court costs and attorney's fees resulting from any such suit or proceeding, including any settlement.

The City may be represented by and actively participate through its own counsel in any such suit or proceeding if it so desires, and the costs of such representation shall be paid by Vendor.

DELIVERY: The time for delivery shall be stated in definite terms and may be a factor in making an award. Delivery shall be made in accordance with the delivery time specified in the bid.

Risk of loss and/or damage shall be upon Vendor until such time as the goods have been physically delivered to and accepted by the City.

COMPLIANCE: It is agreed that Vendor shall be fully responsible for making any corrections, replacements, or modifications necessary for specification or legal compliance. Vendor agrees that if the product or service offered does not comply with the terms and conditions of this Agreement, the Purchasing Director has the right to cancel at any time with full refund within sixty calendar days after notice of non-compliance and Vendor further agrees to be fully responsible for any incidental and/or consequential damages suffered by the City.

SUB-CONTRACTING: This Agreement or any portion thereof shall not be sub-contracted without the prior written approval of the City. No such approval shall be construed as making the City a party of or to

such sub-contract, or subjecting the City to liability of any kind to any sub-vendor. No sub-vendor shall, under any circumstances, relieve Vendor of its liability and obligation under this Agreement; and despite any such sub-contracting the City shall deal through Vendor. Sub-vendors shall be dealt with as workers and representatives of Vendor.

NON-COLLUSION: Vendors, by submitting a signed bid, certify that the accompanying bid is not the result of, or affected by any unlawful act of collusion with any other person or company in the same line of business or commerce, or any other fraudulent act punishable under Arizona or United States law.

TERMINATION: The City reserves the right to terminate this Agreement for non-performance by Vendor. Vendor may be given a reasonable opportunity to correct the deficiency prior to termination.

DISPUTE RESOLUTION:

1. Mediation: If a dispute arises out of or relates to this Agreement and if the dispute cannot be settled through negotiation, the parties agree first to try in good faith to resolve the dispute by mediation before resorting to litigation or some other dispute resolution procedure. Mediation shall be self-administered and conducted under the CPR Mediation Procedures established by the CPR Institute for Dispute Resolution, 366 Madison Avenue, New York, New York 10017, (212) 949-6490, www.cpradr.org, with the exception of the mediator selection provisions, unless other procedures are agreed upon by the parties. Unless the parties agree otherwise, the mediator(s) shall be selected from panels of mediators trained under the Alternative Dispute Resolution Program of the Coconino County Superior Court. Each party agrees to bear its own costs in mediation. The parties shall not be obligated to mediate if an indispensable party is unwilling to join the mediation. This section does not constitute a waiver of the parties' right to arbitrate or initiate legal action if a dispute is not resolved through good faith negotiation or mediation, or if provisional relief is required under the Arizona Rules of Civil Procedure.

2. Litigation and Attorneys Fees: Except as otherwise agreed by the parties, any litigation brought by either party against the other to enforce the provisions of this Agreement shall be filed in the Coconino County Superior Court. In the event any action at law or in equity is instituted between the parties in connection with this Agreement, the prevailing party in the action shall be entitled to its costs including reasonable attorneys' fees and court costs from the non-prevailing party.

NON-EXCLUSIVE CONTRACT: Any Contract resulting from this bid shall be awarded with the understanding and agreement that it is for the sole convenience of the City. The City reserves the right to issue multiple awards and to purchase from other sources when necessary.

PAYMENT: The City shall issue checks twice monthly, the 15th and the 30th days. In order for the City to process an invoice in a timely manner, the invoice shall be received by the 8th or 22nd of each month.

CONFLICT OF INTEREST: Pursuant to A.R.S. § 38-511, the City may, within three years after its execution, cancel this Agreement without penalty or further obligation if any person significantly involved in initiating, negotiating, securing, drafting or creating this Agreement on behalf of the City is, or becomes at any time while this Agreement or an extension of this Agreement is in effect, an employee of or a consultant to any other party to this Agreement with respect to the subject matter of this Agreement. The cancellation shall be effective when the Vendor receives written notice of the cancellation unless the notice specifies a later time. In addition to the right to cancel this Agreement, the City may recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting or creating this Agreement on behalf of the City from any other party to this Agreement, arising as the result of this Agreement.

SPECIAL TERMS AND CONDITIONS

APPROPRIATION OF FUNDS: Vendor agrees that the funds expended for the purposes of this Agreement shall be appropriated by the City Council for each fiscal year within the Agreement period. Therefore, this Agreement shall automatically terminate, without penalty or recourse, if such funds are not appropriated for this Agreement.

SUBSEQUENT PURCHASES: The City, with the consent of the successful Vendor(s), reserves the right to purchase additional items as listed in this bid, if Vendor is willing to offer the same terms and conditions as submitted in this bid, for a period of twelve (12) months from the date of City Council approval.

SALES TAX: The City shall compute the applicable sales tax on the vehicles that are not tax exempt.

PRODUCT INFORMATION SHEETS: In order to properly evaluate the vehicles offered, Vendors shall provide product information sheets on the vehicles they are offering.

FREIGHT: F.O.B. City of Flagstaff (delivery points listed) – All quotations shall be F.O.B. Destination. The term F.O.B. destination shall mean delivered and unloaded in-house or on-site service, with all charges for transportation and unloading prepaid by Vendor.

MISCELLANEOUS CHARGES: If any other charges are applied to vehicle orders, such charges shall be stated on the bid form under "Miscellaneous Charges". No other charges shall be considered at a later date.

LAST YEAR MODEL VEHICLES: The City shall consider bids on new last year model vehicles. If offering a last year model vehicle, indicate so on the bid form.

WARRANTY: New vehicles offered shall come with a minimum 36 month or 36,000 mile warranty with no deductible. Vendor shall indicate the warranty period offered. A copy of the warranty shall be submitted with the bid.

OPTIONS: Additional options or upgrades may be purchased at the time of the order. The options shall be priced from the "invoice" column of the Kelley Blue Book, New Price Manual for current model. The prices used shall be from the first publication of the Kelley book that includes the vehicle in question. All prices that are stated in the Kelley Blue Book New Price Manual shall be considered correct unless otherwise stated and supported in writing to the City Purchasing Office for review and approval. If pricing is not available from the "Kelley Blue Book", for individual models at the time of order, then dealer invoice shall prevail and shall be stated and supported with documentation from the manufacturer. The dealer's invoice shall be unadulterated to include original pricing from the manufacturer. Options shall be added or deleted accordingly. Failure to price in this manner may be cause for bid rejection or contract cancellation.

Options shall be selected using this method unless otherwise specified.

CONTRACT TERM:

The City shall have a two-phase contract. The first phase shall take effect upon award of this bid and expire on the factory cut-off date.

The second phase shall be effective upon the expiration date of phase one and shall expire upon the award or extension of the succeeding year vehicle contract.

The phase two contract price for the vehicles shall be the dealers fleet invoice price of the vehicle in question, less the manufacture's bid assistance available for that model/power train combination plus dealer profit for that contract item number. Contractor shall provide a copy of the manufacturers fleet invoice to the City.

DELIVERY: All new factory ordered vehicles shall be delivered within one hundred twenty (120) days after receipt of the purchase order. Specify the actual number of calendar days for each item.

ESTIMATED QUANTITY: The quantity stated on the bid form is the City's best estimate of the vehicles to be purchased over the following twelve (12) months. The purchase of vehicles is contingent upon the City Council authorizing the execution of this Agreement. The City reserves the right to purchase more or less than the estimated quantities stated. No commitment of any kind is made concerning quantities and that fact shall be taken into consideration when preparing Vendor's bid.

ALTERNATE BIDS: The City is requesting alternative bids to consider. The City shall have the right to accept the lowest responsive bid within the alternative(s) selected and to reject the bids received on the other alternative categories. The determination by the City as to which alternative(s) is in its best interest, shall be final and conclusive.

AWARD CONSIDERATIONS: The City reserves the right to award to more than one bidder per line item.

RESPONSE: The specifications provided establish a desired level for each feature on the equipment being requested. In order to facilitate the City's evaluation, Vendors shall indicate the specific level under the "Offered" column. In the event information is not furnished in the appropriate column, the City shall assume Vendor's response to this bid to equal or exceed the City's requirements at Vendor's risk of correcting or replacing the equipment at Vendor's own cost.

VEHICLE EQUIPMENT REQUIREMENTS: All vehicles submitted for consideration shall be delivered with the following minimum equipment:

SAFETY FEATURES: Driver and passenger side air bags and anti-lock brakes, if available.

LIMITED SLIP: All two-wheel, four-wheel, and cab and chassis vehicles shall come equipped with a limited slip or equal rear differential.

SKID PLATE PROTECTION: All four-wheel drive vehicles shall come with a skid protection package.

TIRES: All vehicles shall come with a factory supplied spare tire and wheel. On all trucks, vans and utility type vehicles the spare shall match the OEM tires and wheels contained on the vehicles. The tires for all trucks and utility type vehicles shall be an all terrain design.

COOLING SYSTEM: Maximum available is defined as the cooling system with the largest capacity radiator available and where automatic transmission is specified, the largest transmission oil cooler available from the factory.

VEHICLE SEATS: Cloth or Cloth & Vinyl. The fabric type and colors shall coordinate with original OEM standard for the vehicle.

KEYS: Six complete sets for: Police Sedans
Three complete sets for: all other vehicles, unless otherwise stated.

DEALER ADVERTISING: None on vehicle.

FUEL TANK: Full of fuel upon delivery.

INDEMNIFICATION AND INSURANCE REQUIREMENTS:

INDEMNIFICATION: Each party (as "indemnitor") agrees to indemnify, defend and hold harmless the other party (as "indemnitee") from and against any and all claims, losses, liability, costs or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "claims") arising out of bodily injury of any person (including death) or property damage but only to the extent that such claims are caused by the act, omission, negligence, misconduct or other fault of the indemnitor, its officers, officials, agents, employees, or volunteers.

INSURANCE: Vendor shall procure and maintain until all of its obligations under this Agreement have been discharged, including any warranty periods under this Agreement are satisfied, insurance against claims for injury to persons or damage to property that may arise from or in connection with the purchase and or use of the commodity.

The insurance requirements herein are minimum requirements for this Agreement and in no way limit the indemnity covenants contained in this Agreement. The City in no way warrants that the minimum limits contained herein are sufficient to protect Vendor from liabilities that might arise out of the performance of the work under this Agreement by Vendor, his agents, representatives, employees or sub-vendors and Vendor is free to purchase such additional insurance as may be determined necessary.

A. MINIMUM SCOPE AND LIMITS OF INSURANCE: Vendor shall provide coverage at least as broad and with limits of liability not less than those stated below.

1. Commercial General Liability - Occurrence Form

(Form CG 0001, ed. 10/93 or any replacements thereof)

General Aggregate	\$2,000,000
Products-Completed Operations Aggregate	\$1,000,000
Personal & Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Fire Damage (Any one fire)	\$ 50,000
Medical Expense (Any one person)	Optional

2. Automobile Liability - Any Auto or Owned, Hired and Non-Owned Vehicles

(Form CA 0001, ed. 12/93 or any replacement thereof.)

Combined Single Limit Per Accident for Bodily Injury and Property Damage	\$1,000,000
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3. Workers' Compensation and Employer's Liability

Workers' Compensation	Statutory
Employer's Liability: Each Accident	\$ 500,000
Disease-Each Employee	\$ 500,000
Disease-Policy Limit	\$ 500,000

B. SELF-INSURED RETENTIONS/DEDUCTIBLES: Any self-insured retentions and deductibles shall be declared to and approved by the City.

C. OTHER INSURANCE REQUIREMENTS: The policies are to contain, or be endorsed to contain, the following provisions:

1. Commercial General Liability and Automobile Liability Coverages:

a. Vendor's insurance coverage shall be primary insurance with respect to the City, its officers, officials, agents, and employees. Any insurance or self-insurance maintained by the City, its officers, officials, agents, or employees shall be in excess to the coverage of Vendor's insurance and shall not contribute to it.

- b. Vendor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- c. Coverage provided by Vendor shall not be limited to the liability assumed under the indemnification provisions of this Agreement.
- d. Vendor's insurance shall contain broad form contractual liability coverage.

2. Workers' Compensation and Employer's Liability Coverage: The insurer shall agree to waive all rights of subrogation against the City, its officers, officials, agents, employees and volunteers for losses arising from Vendor's operations, work or products that are the subject of this Agreement.

D. NOTICE OF CANCELLATION: Each insurance policy required by the insurance provisions of this Agreement shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the City. Such notice shall be sent directly to: Purchasing Division, City of Flagstaff, 211 West Aspen Avenue, Flagstaff, AZ 86001 and shall be sent by certified mail, return receipt requested.

E. ACCEPTABILITY OF INSURERS: Insurance is to be placed with insurers duly licensed or approved unlicensed companies in the State of Arizona and with a "Best's" rating of not less than A-: VII. The City in no way warrants that the above-required minimum insurer rating is sufficient to protect Vendor from potential insurer insolvency.

F. VERIFICATION OF COVERAGE: Vendor shall furnish the City with Certificates of Insurance (ACORD form) as required by this Agreement. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. Any policy endorsements that restrict or limit coverage shall be clearly noted on the Certificate of Insurance.

All Certificates of Insurance shall be received and approved by the City before work commences. Failure to maintain the insurance policies as required by this Agreement or to provide timely evidence of renewal shall be a material breach of this Agreement.

All Certificates of Insurance required by this Agreement shall be sent directly to Purchasing Division, City of Flagstaff, 211 West Aspen Avenue, Flagstaff, AZ 86001. A description of the commodity is to be noted on the Certificate of Insurance. The City reserves the right to require complete, certified copies of all insurance policies and endorsements required by this Agreement at any time.

G. APPROVAL: Any modification or variation from the insurance requirements in this Agreement shall have prior approval from the City Attorney's Office, whose decision shall be final. Such action shall not require a formal contract amendment, but may be made by administrative action.

**BID SPECIFICATIONS
HYBRID, COMPACT SEDAN**

ITEM NUMBER ONE

<u>ITEM/MINIMUM REQUIREMENT</u>	COMPLY?	COMMENTS
Compact Automobile, Hybrid, 4-door, seating for five. Specify make and model on cost sheet.	YES OR NO	
Wheelbase: minimum 103"	YES OR NO	
Hybrid system net power: 110hp	YES OR NO	
Transmission: Continuously variable	YES OR NO	
Radiator: Heavy duty option	YES OR NO	
Antifreeze: Protection to minus -35 degrees Fahrenheit	YES OR NO	
Drive Train: Front wheel drive	YES OR NO	
Air Conditioning	YES OR NO	
Heater/Defroster: Fresh air heater and defroster. Largest BTU output option available for model.	YES OR NO	
Cold Climate Package: Rear window defroster	YES OR NO	
Lights: Daytime running lamps	YES OR NO	
Inflatable restraint system, airbags	YES OR NO	
Seats: Cloth or Cloth & Vinyl, standard gray Front seats: bucket w/fully adjustable backrest and lumbar. Please specific type of back seats	YES OR NO	Back seats:
Radio: AM/FM		
Brakes: Power-assisted ventilated front disc/rear drum with Anti-lock Brake System (ABS) and integrated regenerative braking	YES OR NO	
Tilt steering, Cruise Control, Power windows	YES OR NO	
Warranty: 36 months/36,000 miles bumper to bumper	YES OR NO	
Battery Pack: Minimum 8 year/100,000 mile non pro rata warranty.	YES OR NO	

State EPA mileage ratings:

City:_____ Highway_____

BID SPECIFICATIONS
SPORT UTILITY VEHICLE (SUV), COMPACT, HYBRID, FRONT-WHEEL DRIVE

ITEM NUMBER TWO

<u>ITEM/MINIMUM REQUIREMENT</u>	COMPLY?	COMMENTS
4 door, SUV, Hybrid, Seating for five Specify make and model on cost sheet	YES OR NO	
Wheelbase – minimum 103 in.	YES OR NO	
Hybrid system net power – 155 hp	YES OR NO	
Transmission – continuously variable	YES OR NO	
Radiator – Heavy Duty	YES OR NO	
Antifreeze – Protection to minus 35 degrees Fahrenheit	YES OR NO	
Drive Train – Front wheel drive	YES OR NO	
Air Conditioning	YES OR NO	
Heater/Defroster – Fresh air heater and defroster. Largest BTU output option available for model	YES OR NO	
Cold Climate Package – Rear window defroster	YES OR NO	
Seats – Front seats; low-back buckets, premium cloth with adjustable head restraints and 6-way power driver's seat. Rear seats 60/40 split cloth with adjustable head restraints and fold flat feature.	YES OR NO	
Radio – AM and FM	YES OR NO	
Brakes – Power-assisted ventilated front disc/rear drum with Anti-lock Brake System (ABS) and integrated regenerative braking	YES OR NO	
Options: Tilt steering, Cruise Control, Power Windows	YES OR NO	
Warranty – Minimum 36 months/36,000 miles bumper to bumper	YES OR NO	
Battery Pack warranty - 8 year, 100,000 mile non pro rata warranty	YES OR NO	
Steering – Power	YES OR NO	
Tires - Steel belted all terrain radials with standard size spare	YES OR NO	
Seats – Front bucket, Cloth bench	YES OR NO	
Inflatable restraint system, air bags	YES OR NO	
Glass – All windows tinted	YES OR NO	
Paint – High grade enamel, white	YES OR NO	
Other – Two speed windshield wiper	YES OR NO	

State EPA mileage ratings:

City:_____ Highway_____

BID SPECIFICATIONS
SPORT UTILITY VEHICLE (SUV), COMPACT, HYBRID, 4x4

ITEM NUMBER THREE

<u>ITEM/MINIMUM REQUIREMENT</u>	COMPLY?	COMMENTS
4 door, SUV, Hybrid, 4x4, Seating for five Specify make and model on cost sheet	YES OR NO	
Wheelbase – minimum 103 in.	YES OR NO	
Hybrid system net power – 155 hp	YES OR NO	
Transmission – continuously variable	YES OR NO	
Radiator – Heavy Duty	YES OR NO	
Antifreeze – Protection to minus 35 degrees Fahrenheit	YES OR NO	
Drive Train – All Wheel Drive or 4 wheel drive system	YES OR NO	
Air Conditioning	YES OR NO	
Heater/Defroster – Fresh air heater and defroster. Largest BTU output option available for model	YES OR NO	
Cold Climate Package – Rear window defroster	YES OR NO	
Seats – Front seats; low-back buckets, premium cloth with adjustable head restraints and 6-way power driver's seat. Rear seats 60/40 split cloth with adjustable head restraints and fold flat feature.	YES OR NO	
Radio – AM and FM	YES OR NO	
Brakes – Power-assisted ventilated front disc/rear drum with Anti-lock Brake System (ABS) and integrated regenerative braking	YES OR NO	
Options: Tilt steering, Cruise Control, Power Windows	YES OR NO	
Warranty – Minimum 36 months/36,000 miles bumper to bumper	YES OR NO	
Battery Pack warranty - 8 year, 100,000 mile non pro rata warranty	YES OR NO	
Steering – Power	YES OR NO	
Tires - Steel belted all terrain radials with standard size spare	YES OR NO	
Seats – Front bucket, Cloth bench	YES OR NO	
Inflatable restraint system, air bags	YES OR NO	
Glass – All windows tinted	YES OR NO	
Paint – High grade enamel, white	YES OR NO	
Other – Two speed windshield wiper	YES OR NO	

State EPA mileage ratings:
City: _____ Highway: _____

BID SPECIFICATIONS
SPORT UTILITY VEHICLE (SUV), FULL-SIZE, 4X4, 5-PASSENGER

ITEM NUMBER FOUR

<u>ITEM/MINIMUM REQUIREMENT</u>	COMPLY?	COMMENTS
Full-size, 4x4, 4-door, 5 passenger SUV, Wheelbase to be 117 in. minimum, 119 in. maximum. Specify make and model on cost sheet.	YES OR NO	
GVWR - 6,300 pounds	YES OR NO	
Engine –295 hp	YES OR NO	
Air Conditioning	YES OR NO	
Alternator – 100 AMP	YES OR NO	
Battery - 750 cold cranking amps	YES OR NO	
Transmission - Heavy duty four speed automatic with two speed transfer case and cooler.	YES OR NO	
Differential – Rear limited slip or equal, 3.73 axle ratio	YES OR NO	
Gauges – Oil pressure, temperature and volt or AMP	YES OR NO	
Brakes – ABS power brakes, all four wheels	YES OR NO	
Steering – Power	YES OR NO	
Tires - Steel belted all terrain radials with standard size spare	YES OR NO	
Seats – Front bucket, Cloth or Cloth & Vinyl, gray interior	YES OR NO	
Inflatable restraint system, air bags	YES OR NO	
Glass – All windows tinted	YES OR NO	
Rear View Mirrors – Large adjustable towing mirrors	YES OR NO	
Radio – AM and FM	YES OR NO	
Paint – High grade enamel, white	YES OR NO	
Other – Two speed windshield wiper	YES OR NO	
Trailer Package – Trailer towing package to be provided	YES OR NO	
Skid Plates Package	YES OR NO	

Provide EPA mileage ratings:
City_____ Highway_____

Alternates: (1) E-85 Ethanol
(2) Hybrid

BID SPECIFICATIONS
SPORT UTILITY VEHICLE (SUV), MID SIZE, 4x4, 5 PASSENGER

ITEM NUMBER FIVE

<u>ITEM/MINIMUM REQUIREMENT</u>	COMPLY?	COMMENTS
Mid-size, 4x4, 4-door, 5 passenger SUV, Wheelbase to be 114 in. minimum. Specify make and model on cost sheet.	YES OR NO	
GVWR - 5,200 pounds	YES OR NO	
Engine – 210 hp	YES OR NO	
Air Conditioning	YES OR NO	
Alternator – 100 AMP	YES OR NO	
Battery - 750 cold cranking amps	YES OR NO	
Transmission - Heavy duty four speed automatic with two speed transfer case	YES OR NO	
Differential – Rear limited slip or equal	YES OR NO	
Gauges – Oil pressure, temperature and volt or AMP	YES OR NO	
Brakes – ABS power brakes, all four wheels	YES OR NO	
Steering – Power	YES OR NO	
Tires - Steel belted all terrain radials with standard size spare	YES OR NO	
Seats – Front bucket, Cloth or Cloth & Vinyl, gray interior	YES OR NO	
Inflatable restraint system, air bags	YES OR NO	
Glass – Front windshield tinted min.	YES OR NO	
Radio – AM and FM	YES OR NO	
Paint – High grade enamel, white	YES OR NO	
Other – Two speed windshield wiper	YES OR NO	
Skid Plates – Tow Hooks	YES OR NO	

State EPA mileage ratings:

City:_____ Highway_____

Alternates: (1) E-85 Ethanol
 (2) Hybrid

**BID SPECIFICATIONS
MINI VAN
FRONT WHEEL DRIVE, 6 PASSENGER**

ITEM NUMBER SIX

<u>ITEM/MINIMUM REQUIREMENT</u>	COMPLY?	COMMENTS
Minivan, Front wheel drive, 6 passenger Specify make and model on cost sheet	YES OR NO	
Engine: 190 hp	YES OR NO	
Transmission: Automatic 4-speed w/overdrive	YES OR NO	
Air Conditioning	YES OR NO	
Fuel tank – maximum capacity available Specify size: _____	YES OR NO	(size must be specified)
Gauges: Oil, temperature, and volt or AMP	YES OR NO	
Brakes – ABS Power brakes	YES OR NO	
Steering - Power	YES OR NO	
Tires - Steel belted 16" minimum, all season	YES OR NO	
Seats – Cloth or Cloth & Vinyl, gray interior	YES OR NO	
Paint – High grade enamel, white	YES OR NO	
Inflatable restraint system, air bags	YES OR NO	
Glass – tinted windshield	YES OR NO	
Radio – AM/FM	YES OR NO	
Tilt steering, Cruise Control, Power Windows/door locks	YES OR NO	

State EPA mileage ratings:

City:_____ Highway_____

**BID SPECIFICATIONS
PICKUP TRUCK, MIDSIZE
EXTENDED CAB, 4x4**

ITEM NUMBER SEVEN

ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
Design: 4x4, extended cab, short wheelbase. Specific make and model on cost sheet.	YES OR NO	
GVWR – 5,350 pounds	YES OR NO	
Engine – 220 HP	YES OR NO	
Air Conditioning	YES OR NO	
Cooling – Maximum available	YES OR NO	
Battery - 750 cold cranking amps	YES OR NO	
Transmission - Heavy duty, four speed automatic	YES OR NO	
Differential – Automatic locking rear-differential 4x4 transfer case	YES OR NO	
Fuel Tank – Maximum capacity available, specify gallons	YES OR NO	_____gallons
Gauges - Oil, temperature and volt or AMP gauge	YES OR NO	
Brakes – ABS power brakes	YES OR NO	
Steering – Power	YES OR NO	
Tires - Steel belted all terrain radials with standard size spare	YES OR NO	
Inflatable restraint system, air bags	YES OR NO	
Seats – Cloth or Cloth & Vinyl bench, gray interior	YES OR NO	
Glass – Tinted windshield	YES OR NO	
Radio – AM and FM	YES OR NO	
Color – Standard manufacturer color – white	YES OR NO	
Bumper – Standard front, rear step bumper	YES OR NO	
Wipers – Two speed windshield wiper	YES OR NO	
Skid Plate Package with tow hooks	YES OR NO	
Rear axle ratio 3.73	YES OR NO	
Off road H.D. package	YES OR NO	

State EPA mileage ratings:

City:_____ Highway_____

**BID SPECIFICATIONS
PICKUP TRUCK, 1/2 - TON, REGULAR CAB
HEAVY DUTY, 4x4**

ITEM NUMBER EIGHT

ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
½ ton, 4x4, regular cab, Pickup, short wheelbase, 6-foot bed. Specify make and model on cost sheet.	YES OR NO	
GVWR - 6,100 pounds	YES OR NO	
Engine – 200 HP	YES OR NO	
Air Conditioning	YES OR NO	
Cooling – Maximum available	YES OR NO	
Battery - 750 cold cranking amps	YES OR NO	
Transmission - Heavy duty, four speed automatic	YES OR NO	
Differential – Rear limited slip or equal	YES OR NO	
Fuel Tank – Maximum capacity available, specify gallons	YES OR NO	_____gallons
Gauges - Oil, temperature and volt or AMP gauge	YES OR NO	
Brakes – ABS power brakes	YES OR NO	
Steering – Power	YES OR NO	
Tires - Steel belted all terrain radials with standard size spare	YES OR NO	
Inflatable restraint system, air bags	YES OR NO	
Seats – Cloth or Cloth & Vinyl bench, gray interior	YES OR NO	
Glass – Tinted windshield	YES OR NO	
Radio – AM and FM	YES OR NO	
Color – Standard manufacturer color – white	YES OR NO	
Bumper – Standard front, rear step bumper	YES OR NO	
Wipers – Two speed windshield wiper	YES OR NO	
Skid Plate Package	YES OR NO	

State EPA mileage ratings:

City:_____ Highway_____

Alternates: (1) E-85 Ethanol
(2) Hybrid

**BID SPECIFICATIONS
PICKUP TRUCK, 3/4 -TON, REGULAR CAB
HEAVY DUTY, 4x2**

ITEM NUMBER NINE

ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
3/4 - ton, heavy-duty, regular cab, 4x2, pickup. Specify make and model on cost sheet.	YES OR NO	
GVWR – 7,500	YES OR NO	
Engine – 300 HP	YES OR NO	
Air Conditioning	YES OR NO	
Alternator – 90 amp	YES OR NO	
Battery - 750 cold cranking amps	YES OR NO	
Transmission – Heavy duty, four speed automatic	YES OR NO	
Differential – Rear limited slip or equal	YES OR NO	
Fuel Tank – Maximum capacity available, specify gallons	YES OR NO	_____ gallons
Gauges – Temperature, oil pressure, volt or AMP	YES OR NO	
Brakes – ABS Power Brakes	YES OR NO	
Steering - Power	YES OR NO	
Tires – Steel belted all terrain radials with standard size spare	YES OR NO	
Seats – Cloth or Cloth & Vinyl bench, gray interior	YES OR NO	
Inflatable restraint system, - Air bags	YES OR NO	
Glass – Tinted Windshield	YES OR NO	
Rear View Mirrors – Large adjustable towing mirrors	YES OR NO	
Radio – AM/FM	YES OR NO	
Paint – High grade enamel, white	YES OR NO	
Other – Two speed windshield wiper	YES OR NO	
Bumper – Rear step bumper	YES OR NO	
Trailer Package – Trailer towing package to be provided	YES OR NO	
Skid Plate Package/Tow Hooks	YES OR NO	

State EPA mileage ratings:
City: _____ Highway _____

Alternate: (1) Diesel option

**BID SPECIFICATIONS
PICKUP TRUCK, 3/4 -TON, REGULAR CAB
HEAVY DUTY, 4x4**

ITEM NUMBER TEN

ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
3/4 - ton, heavy-duty, regular cab, 4x4, pickup. Specify make and model on cost sheet.	YES OR NO	
GVWR – 8,600	YES OR NO	
Engine – 300 HP	YES OR NO	
Air Conditioning	YES OR NO	
Alternator – 90 amp	YES OR NO	
Battery - 750 cold cranking amps	YES OR NO	
Transmission – Heavy duty, four speed automatic	YES OR NO	
Differential – Rear limited slip or equal	YES OR NO	
Fuel Tank – Maximum capacity available, specify gallons	YES OR NO	_____ gallons
Gauges – Temperature, oil pressure, volt or AMP	YES OR NO	
Brakes – ABS Power Brakes	YES OR NO	
Steering - Power	YES OR NO	
Tires – Steel belted all terrain radials with standard size spare	YES OR NO	
Seats – Cloth or Cloth & Vinyl bench, gray interior	YES OR NO	
Inflatable restraint system, - Air bags	YES OR NO	
Glass – Tinted Windshield	YES OR NO	
Rear View Mirrors – Large adjustable towing mirrors	YES OR NO	
Radio – AM/FM	YES OR NO	
Paint – High grade enamel, white	YES OR NO	
Other – Two speed windshield wiper	YES OR NO	
Bumper – Rear step bumper	YES OR NO	
Trailer Package – Trailer towing package to be provided	YES OR NO	
Skid Plate Package/Tow Hooks	YES OR NO	

State EPA mileage ratings:

City:_____ Highway_____

Alternate: (1) Diesel option

**BID SPECIFICATIONS
PICKUP TRUCK, 3/4 -TON, EXTENDED CAB
HEAVY DUTY, 4X4**

ITEM NUMBER ELEVEN

ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
3/4 - ton, heavy-duty, extended cab, 4x4, pickup. Specify make and model on cost sheet.	YES OR NO	
GVWR – 8,600	YES OR NO	
Engine – 300 HP	YES OR NO	
Air Conditioning	YES OR NO	
Alternator – 90 amp	YES OR NO	
Battery - 750 cold cranking amps	YES OR NO	
Transmission – Heavy duty, four speed automatic	YES OR NO	
Differential – Rear limited slip or equal	YES OR NO	
Fuel Tank – Maximum capacity available, specify gallons	YES OR NO	_____ gallons
Gauges – Temperature, oil pressure, volt or AMP	YES OR NO	
Brakes – ABS Power Brakes	YES OR NO	
Steering - Power	YES OR NO	
Tires – Steel belted all terrain radials with standard size spare	YES OR NO	
Seats – Cloth or Cloth & Vinyl bench, gray interior	YES OR NO	
Inflatable restraint system, - Air bags	YES OR NO	
Glass – Tinted Windshield	YES OR NO	
Rear View Mirrors – Large adjustable towing mirrors	YES OR NO	
Radio – AM/FM	YES OR NO	
Paint – High grade enamel, white	YES OR NO	
Other – Two speed windshield wiper	YES OR NO	
Bumper – Rear step bumper	YES OR NO	
Trailer Package – Trailer towing package to be provided	YES OR NO	
Skid Plate Package/Tow Hooks	YES OR NO	

State EPA mileage ratings:
City:_____ Highway_____

Alternate: (1) Diesel option

BID SPECIFICATIONS
PICK UP TRUCK, 1 ½ TON, HEAVY-DUTY
4X4, CAB AND CHASSIS, DIESEL

ITEM NUMBER TWELVE

ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
Design – 1-½ ton 4X4 cab and chassis, Dual rear wheel axle, with a 128" to 141" wheelbase and 60-inch cab to axle. Specify make and model offered on cost sheet	YES OR NO	
GVWR - 15,000 pounds	YES OR NO	
Engine – 6.0-liter minimum, V8, Diesel, with engine oil cooler	YES OR NO	
Transmission - heavy-duty, five speed automatic, transmission cooler, with power take off (PTO) provisions from transmission	YES OR NO	
Alternator – 150 amps	YES OR NO	
Air Conditioning	YES OR NO	
Battery - 750 cold cranking amps	YES OR NO	
Steering - Power	YES OR NO	
Brakes - Power	YES OR NO	
Gas Tank – Maximum capacity available, specify gallons	YES OR NO	Capacity Gallons _____
Gauges - Oil, temperature and volt or AMP gauge	YES OR NO	
Radiator - Heavy duty with coolant recovery system	YES OR NO	
Suspension - Heavy duty, heaviest suspension package offered with trailer package	YES OR NO	
Radio - AM and FM	YES OR NO	
Mirrors – Largest available to provide clear visibility with standard utility bed.	YES OR NO	
Inflatable restraint System - Air bags	YES OR NO	
Cab Steps – molded black	YES OR NO	
Paint – High grade enamel- white	YES OR NO	
Seat – Cloth bench or fabric insert	YES OR NO	
Transfer Case - Two-speed transfer case	YES OR NO	
Differential – 4.10 axle ratio, rear limited slip or equal	YES OR NO	
Tires - Steel belted all terrain radials with full size spare	YES OR NO	

Alternate: (1) Dual Diesel and Dual alternator

**BID SPECIFICATIONS
POLICE SEDAN**

ITEM NUMBER THIRTEEN

ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
Vehicle to be a full size, four-door police-certified sedan, latest production model. Specify make and model offered on cost sheet.	YES OR NO	
Full Size, four door police-certified sedan	YES OR NO	
Air Conditioning - Maximum capacity cooling system	YES OR NO	
Alternator - 130 amp minimum at idle	YES OR NO	
Antifreeze - Permanent to - 20 degrees F	YES OR NO	
Axle Ratio: 3.50:1 rear axle ratio or greater. Specify axle ratio offered.	YES OR NO	Axle ratio:
Rear differential- limited slip	YES OR NO	
Brakes – power four wheel disc anti-lock (ABS)	YES OR NO	
Cigarette lighter or 12V power point	YES OR NO	
Coolant Recovery System	YES OR NO	
Cooler – engine oil and transmission coolers	YES OR NO	
Power steering with external oil cooler	YES OR NO	
Defroster - Rear window, electric wire embedded	YES OR NO	
Engine - V 8 - 4.6-Liter minimum	YES OR NO	
Gauges – Ammeter, oil, temperature, tachometer, fuel	YES OR NO	
Glass - All tinted, factory solar tint	YES OR NO	
Head Lamps - Halogen with plastic lens	YES OR NO	
Hood Release – Inside	YES OR NO	
Horn – Dual	YES OR NO	
Keys – Six keys per unit, single key system per unit, all vehicles to be keyed alike, key code supplied by customer with purchase order.	YES OR NO	
Lights - Standard dome, glove compartment, trunk, under hood, map dome light between visors	YES OR NO	
Inflatable Restraint System – Driver and front passenger side dual-stage air bags	YES OR NO	

ITEM 13 – Cont'd		
ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
Mirrors - Remote control, outside left and outside right	YES OR NO	
Molding - Vinyl body side moldings installed	YES OR NO	
Paint - High grade enamel – white	YES OR NO	
Police Package - Enclose specifications with bid	YES OR NO	
Radio – Factory AM and FM stereo	YES OR NO	
Seat – front heavy-duty cloth bucket	YES OR NO	
Seat – rear standard passenger vinyl or cloth bench	YES OR NO	
Speedometer - 0 to 120 MPH minimum, certified calibration.	YES OR NO	
Spotlight- driver's side, pillar mounted, with halogen bulb	YES OR NO	
Fuel Tank - Maximum capacity, specify capacity. Delivered with full tank of fuel.	YES OR NO	Tank capacity:
Tires - Five each fabric or steel radial ply, high-speed rated to 125 MPH. Full size conventional spare wheel and tire.	YES OR NO	
Transmission - Heavy duty four speed automatic	YES OR NO	
EPA Volume Index – Passenger and luggage compartments 120 cubic feet minimum	YES OR NO	
Trunk Release - Remote interior electric, located on instrument panel	YES OR NO	
Windshield Wipers - Three speed minimum with intermittent setting	YES OR NO	
Floor Covering - Heavy-duty rubber front and rear floor covering in lieu of carpeting	YES OR NO	
Door Handles and Door Locks –power door locks. Rear locks and rear interior door handles inoperative.	YES OR NO	
Windows – Power windows, with rear windows inoperative from rear seat positions.	YES OR NO	
Other: Wheel wells for drive axle to allow for installation of standard tire chains.	YES OR NO	
Courtesy lamps disabled	YES OR NO	
Removable headliner with dual map lights	YES OR NO	
OPTIONS:		
Provide descriptive information and pricing for all options available for vehicles offered in this bid		

<u>ITEM 13 - ALTERNATE BID:</u>		
Police Sedan as specified in Item Thirteen, equipped with the following:		
ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
All-LED roof-mounted light bar. Includes five flashing red LED lamps, 3 forward and 2 rear. Five flashing blue LED lamps, 3 forward and 2 rear, two flashing amber LED lamps to the rear, one steady-burn red LED in front, two takedowns and two alley lights.	YES OR NO	
Ignition key override to permit key removal with engine running and vehicle anti-theft feature.	YES OR NO	
Interior dome light. Includes a clear incandescent lamp, red LED lamp, and mounting plate.	YES OR NO	
Unitrol Model TM4/Touchmaster or equivalent full feature 100-watt siren control with plug-in PA microphone jack, electronic air horn. Six labeled accessory switches, and three level slide switch.	YES OR NO	
Standard plug in, noise canceling, PA microphone for siren system.	YES OR NO	
Heat and corrosion resistant, class A, siren speaker with field-replaceable driver.	YES OR NO	
Mounting bracket for siren speaker. Speaker installed behind vehicle grille.	YES OR NO	
Center radio, siren control and equipment console with custom faceplates and NHD floor mount.	YES OR NO	
Dual beverage holder and arm rest for console. Streamlight SL20-XP flashlight charger installed.	YES OR NO	
DC power outlet installed in console. Two minimum	YES OR NO	
Eighteen (18) inch flexible-neck map light with rheostat	YES OR NO	
MDC Docking Station –NHD base mounted under RH front seat with lower tube. Dock and hardware to be passenger-side air bag compatible.	YES OR NO	
MDC docking station for Panasonic model 28 and 29 Toughbook	YES OR NO	
Tilt swivel for MDC mount pole and dock	YES OR NO	
Setina Model 400 high strength aluminum push bumper or equivalent for a vehicle offered. 16", black matte finish.	YES OR NO	
Prisoner partition- all Lexan on top with a sliding center section and recessed storage. Center opening to have expanded metal covering behind sliding, locking Lexan panel. Troy "stash-n-stow" model or equivalent.	YES OR NO	
Prisoner partition lower extension panel set for vehicle offered	YES OR NO	

ITEM 13 - ALTERNATE BID (CONT'D)

ITEM/MINIMUM REQUIREMENT	COMPLY?	COMMENTS
Gun rack- locking vertical mounts between bucket seats with locks for AR15 and Remington 870 guns with delay timer and handcuff key override.	YES OR NO	
Rear ABS prisoner seat for vehicle offered. To use factory seat belts. Seat black or gray in color	YES OR NO	
Rear Window Bars. Screwed, Portland style, black	YES OR NO	
NMO mount, UD coax and tri-band antenna. Coax and cable for installation of customer-supplied mobile radio and MDC.	YES OR NO	
Park siren deactivation, needed on all newer model cars.	YES OR NO	
Head light flasher ("wig-wags") and Wingman or equivalent rear parcel shelf LED warning lights on either side of third brake lamp. One red, one blue LED warning lamp with flasher to be installed forward-facing on push bumper.	YES OR NO	
Custom Graphics – 3M reflective or equivalent. Customer's full-length and trunk lid design to include 4" vehicle numbering on C-pillars, rear bumper cover and/or trunk lid. 18" vehicle numbers on roof, non-reflective paint or vinyl, black.	YES OR NO	
Passenger side air bag on/off switch with visible "off" light,	YES OR NO	
Installation of graphics on vehicles	YES OR NO	
Fuel tank vehicle fire protection panel system, installed (all existing vehicles: F.I.R.E. Panel System)	YES OR NO	

*(**Installation of all the above emergency equipment, to be performed by a vendor that has experience in providing this work.)*

Alternate paint options - Base available factory exterior colors to be supplied by customer with purchase order-

- ALTERNATES:**
- (a) Police sedan (as specified) with two-tone paint treatment, accent paint on front doors, roof and pillars
 - (b) Police sedan (as specified) with two-tone paint treatment, accent paint on hood, roof, A- and C-pillars and trunk lid
 - (c) Police sedan (as specified) with two-tone paint treatment, accent paint on front doors and roof

**CITY OF FLAGSTAFF
CITY VEHICLES - FISCAL YEAR 2007**

**BID FORM
27015**

ITEM NO.	EST. QTY.	<u>DESCRIPTION</u>
ONE	3	HYBRID, COMPACT SEDAN

Make and Model Offered: _____

UNIT PRICE	\$ _____
FREIGHT	\$ _____
TAX ()%	\$ _____
TOTAL UNIT PRICE	\$ _____
TOTAL BID PRICE (3)	\$ _____

DELIVERY:
Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

ITEM NO.	EST. QTY.	<u>DESCRIPTION</u>
TWO	3	HYBRID, SUV, COMPACT, FRONT WHEEL DRIVE

Make and Model Offered: _____

UNIT PRICE	\$ _____
FREIGHT	\$ _____
TAX ()%	\$ _____
TOTAL UNIT PRICE	\$ _____
TOTAL BID PRICE (3)	\$ _____

DELIVERY:
Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

ITEM NO.	EST. QTY.	<u>DESCRIPTION</u>
THREE	1	HYBRID, SUV, COMPACT, 4WD

Make and Model Offered: _____

UNIT PRICE	\$ _____
FREIGHT	\$ _____
TAX ()%	\$ _____
TOTAL UNIT PRICE	\$ _____

DELIVERY:
Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

BID FORM (contd.)
BID NUMBER 27015
CITY VEHICLES FY2007

ITEM NO.	EST. QTY.	DESCRIPTION
FOUR	1	SPORT UTILITY VEHICLE (SUV), FULL-SIZE, 4x4, 5-PASSENGER

Make and Model Offered: _____

UNIT PRICE \$ _____

FREIGHT \$ _____

TAX ()% \$ _____

TOTAL UNIT PRICE \$ _____

DELIVERY:

Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

ALTERNATES (Item #4):

(1) E-85 Ethanol \$ _____

(2) Hybrid \$ _____

ITEM NO.	EST. QTY.	DESCRIPTION
FIVE	1	SPORT UTILITY VEHICLE (SUV), MID-SIZE, 4x4, 5-PASSENGER

Make and Model Offered: _____

UNIT PRICE \$ _____

FREIGHT \$ _____

TAX ()% \$ _____

TOTAL UNIT PRICE \$ _____

DELIVERY:

Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

BID FORM (contd.)
BID NUMBER 27015
CITY VEHICLES FY2007

<u>ITEM NO.</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>
SIX	1	MINI VAN, FRONT WHEEL DRIVE, 6 PASSENGER

Make and Model Offered: _____

UNIT PRICE	\$ _____
FREIGHT	\$ _____
TAX ()%	\$ _____
TOTAL UNIT PRICE	\$ _____

DELIVERY:
Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

<u>ITEM NO.</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>
SEVEN	1	PICKUP TRUCK, MIDSIZE, EXTENDED CAB, 4x4

Make and Model Offered: _____

UNIT PRICE	\$ _____
FREIGHT	\$ _____
TAX ()%	\$ _____
TOTAL UNIT PRICE	\$ _____

DELIVERY:
Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

<u>ITEM NO.</u>	<u>EST. QTY.</u>	<u>DESCRIPTION</u>
EIGHT	1	PICKUP TRUCK, 1/2 - TON, REGULAR CAB HEAVY DUTY, 4x4

Make and Model Offered: _____

UNIT PRICE	\$ _____
FREIGHT	\$ _____
TAX ()%	\$ _____
TOTAL UNIT PRICE	\$ _____

DELIVERY:
Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

BID FORM (contd.)
BID NUMBER 27015
CITY VEHICLES FY2007

ALTERNATES (Item #8):

(1) E-85 Ethanol	\$ _____
(2) Hybrid	\$ _____

<u>ITEM</u> <u>NO.</u>	<u>EST.</u> <u>QTY.</u>	<u>DESCRIPTION</u>
NINE	1	PICK UP TRUCK, ¾-TON, REGULAR CAB HEAVY DUTY, 4x2

Make and Model Offered: _____

UNIT PRICE \$ _____

FREIGHT \$ _____

TAX ()% \$ _____

TOTAL UNIT PRICE \$ _____

DELIVERY:

Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

ALTERNATE (Item #9):

(1) Diesel option	\$ _____
(please state additional cost from "base price" for this option)	

<u>ITEM</u> <u>NO.</u>	<u>EST.</u> <u>QTY.</u>	<u>DESCRIPTION</u>
TEN	1	PICKUP TRUCK, 3/4 -TON, REGULAR CAB, HEAVY DUTY, 4x4

Make and Model Offered: _____

UNIT PRICE \$ _____

FREIGHT \$ _____

TAX ()% \$ _____

TOTAL UNIT PRICE \$ _____

DELIVERY:

Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

ALTERNATE (Item #10):

(1) Diesel option	\$ _____
(please state additional cost from "base price" for this option)	

BID FORM (contd.)
BID NUMBER 27015
CITY VEHICLES FY2007

ITEM NO.	EST. QTY.	DESCRIPTION
ELEVEN	1	PICKUP TRUCK, 3/4 -TON, EXTENDED CAB, HEAVY DUTY, 4x4

Make and Model Offered: _____

UNIT PRICE \$ _____

FREIGHT \$ _____

TAX ()% \$ _____

TOTAL UNIT PRICE \$ _____

DELIVERY:

Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

ALTERNATE (Item #11):

(1) Diesel option \$ _____
(please state additional cost from "base price" for this option)

ITEM NO.	EST. QTY.	DESCRIPTION
TWELVE	3	PICKUP TRUCK, 1 ½ TON, DIESEL, HEAVY DUTY, 4X4, CAB AND CHASSIS

Make and Model Offered: _____

UNIT PRICE \$ _____

FREIGHT \$ _____

TAX ()% \$ _____

TOTAL UNIT PRICE \$ _____

TOTAL BID PRICE (3) \$ _____

DELIVERY:

Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

ALTERNATE (Item #12):

(1) Dual Diesel Tanks/Dual Alternator \$ _____
(please state additional cost from "base price" for this option)

**BID FORM (contd.)
BID NUMBER 27015
CITY VEHICLES FY2007**

ITEM NO.	EST. QTY.	DESCRIPTION
THIRTEEN	7	POLICE SEDAN

Make and Model Offered: _____

UNIT PRICE \$ _____

FREIGHT \$ _____

TAX ()% \$ _____

TOTAL UNIT PRICE \$ _____

TOTAL BID PRICE (7) \$ _____

DELIVERY:

Maximum number of calendar days to deliver after receipt of a purchase order. _____ Days.

ALTERNATE (Item #13):

(1) Police Sedan, fully equipped \$ _____/ea.
(please state additional cost from "base price" for this option)

ITEM 13 – POLICE SEDAN

PAINT OPTIONS: (please state additional cost from "base price" for each option)

- | | | |
|----|--|----------|
| a. | Two-tone paint treatment, accent paint on front doors,
roof and pillars | \$ _____ |
| b. | Two-tone paint treatment, accent paint on hood, roof,
A and C pillars and trunk lid | \$ _____ |
| c. | Two-tone paint treatment, accent paint on front
doors and roof | \$ _____ |

OFFER AND CONTRACT AWARD

City Purchasing Office
211 W. Aspen Ave,
Flagstaff, AZ. 86001
(928) 779-7619

Invitation for Bid: 27015

Submit the original of this form to the City.

OFFER

TO THE CITY OF FLAGSTAFF:

The Undersigned hereby offers and agrees to furnish the product(s), material, service or construction in compliance with all terms, conditions, specifications and amendments in the Solicitation and any written exceptions in the offer. Signature also certifies by signing and submitting this offer that they have the legal authority to enter into a contract with the City.

For clarification of this offer, contact:

E-Mail Address: _____

Name: _____

Federal ID Number: _____

Phone: _____

Fax No.: _____

Company Name

Signature of Person Authorized to Sign Offer

Address

Printed Name

City

State

Zip

Title

Date:

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For City of Flagstaff Use Only)

Your offer is hereby accepted.

Vendor is now bound to sell the materials, services or construction listed by the attached award notice based upon the solicitation, including all bid and contract terms, conditions, specifications, amendments, etc., which are incorporated herein by reference, and Vendor's offer as accepted by the City of Flagstaff.

This Agreement shall henceforth be referred to as Contract No. 27015. Vendor is hereby cautioned not to commence any billable work or provide any material, service or construction under this Agreement until Vendor receives an executed purchase order.

Awarded this _____ day of _____ 2006.

Ernest Negroni,
Purchasing Director, C.P.M.

VENDOR CHECK LIST

YOU SHOULD IMMEDIATELY COMPLETE AND FAX THE FOLLOWING TO (928) 779-7656.

1. Bid Acknowledgment. _____

PRIOR TO SUBMITTING YOUR BID YOU SHOULD VERIFY THAT THE FOLLOWING ITEMS HAVE BEEN COMPLETED.

1. Verified your extensions and bid amounts? _____
2. Clearly noted all exceptions to City specifications? _____
3. Enclosed full descriptive information requested? _____
4. Completed the sales tax information? _____
5. Returned complete bid package? _____
6. Addressed bid envelope per instructions? _____
7. Include insurance verification (If Requested). _____
8. Completed and signed the Offer and Contract Award? _____

FY 07
CITY OF FLAGSTAFF
VEHICLES

<u>ITEM #</u>	<u>DESCRIPTION</u>
ONE	Hybrid, compact sedan
TWO	Hybrid, SUV, compact, Front wheel drive
THREE	Hybrid, SUV, compact, 4x4
FOUR	SUV, Full Size, 4x4 Alt #1 – E-85 Ethanol Alt #2 - Hybrid
FIVE	SUV, Mid Size, 4x4
SIX	Minivan
SEVEN	Pickup Truck, Midsize, extended cab, 4x4
EIGHT	Pickup Truck, 1/2-ton, regular cab, 4x4 Alt #1 – E-85 Ethanol Alt #2 - Hybrid
NINE	Pickup Truck, 3/4-ton, regular cab, 4x2 Alt #1 - Diesel
TEN	Pickup Truck, 3/4-ton, regular cab, 4x4 Alt #1 - Diesel
ELEVEN	Pickup Truck, 3/4-ton, extended cab, 4x4 Alt #1 - Diesel
TWELVE	Pickup Truck, 1-1/2 ton, 4x4, cab & chassis, diesel Alt #1 – Dual Diesel, Dual Alternators
THIRTEEN	Police Sedan Alt #1 – fully equipped A thru C – different paint types